

8th September 2017

COTON C of E PRIMARY SCHOOL

FARAH McPHEE - CO HEAD TEACHER
ANNA HAYESMORE - CO HEAD TEACHER

Unlocking a Brighter Future

Dear Parents and Carers,

I hope you had a good summer holiday.

Welcome to the start of the school year and to the Autumn Term 2017, and a special welcome to the new families in our school community. It is lovely to see all of the children making such an enthusiastic start to the new term.

Residential visits

The year 5 children, Mrs Baker and Mrs Osborne are looking forward to their trip to Mepal on 18th – 20th September. Year 6 will be heading off to Hilltop shortly after that on October 17th – 20th, with Ms Hayesmore and Mrs Osborne. There is a kit list and medical information form attached to this letter, and the children will also have a paper copy to bring home today. Please could you return the completed medical information form to school on **Monday 11th September** so that I can send the information to Hilltop. If you are not sure about the date of last tetanus vaccination, your GP surgery should be able to tell you, but you can return your form without this information and then add it later. There will be a short meeting after school on Tuesday 19th September in Sapphire Classroom to share information and answer any questions you might have about the Hilltop trip.

Medication

If your child suffers from a medical condition eg asthma or an allergy to certain foods and requires medication eg inhalers, epipen, please ensure that an individual health care plan and up to date medication is sent to school. The plan and medication should be sent in a box with your child's name and photograph on. It is vital we have this information to keep your child safe. The documentation you need can be found on the school website. Your consent is needed to allow us to administer the medication. If you have completed the necessary forms in the past, please check that the information contained in those forms is still accurate. Thank you for your co-operation.

Lunch Money

Pupil meals cost £2.35 a day. Please pay for school meals in advance.

First half term	£77.55
Second half term	£86.95
Whole term	£164.50

Illness

If your child is ill, please inform the office via phone or e-mail before 9.00am. It is essential to let the office know on a daily basis. If your child is absent for more than 3 days, please provide a note. If your child has vomited or had diarrhoea, they need to be clear for 48 hours after their last bout of sickness before coming back to school; this prevents germs from spreading.

Emergency contacts

If you change your phone number, please let us know as we have had instances where children have been ill and we have been unable to contact parents/carers. This has been distressing for the child. If you have listed other people for us to contact, please ensure their details are up-to-date. We appreciate your cooperation with this.

Clubs

Please see attached some of the clubs that will be starting this term.

Best wishes

Farah McPhee, Anna Hayesmore and Staff

Admin

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